

S E C R E T

DDA 83-0054/44

4 November 1983

REGISTRY
FILE: 100-15

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 4 November 1983

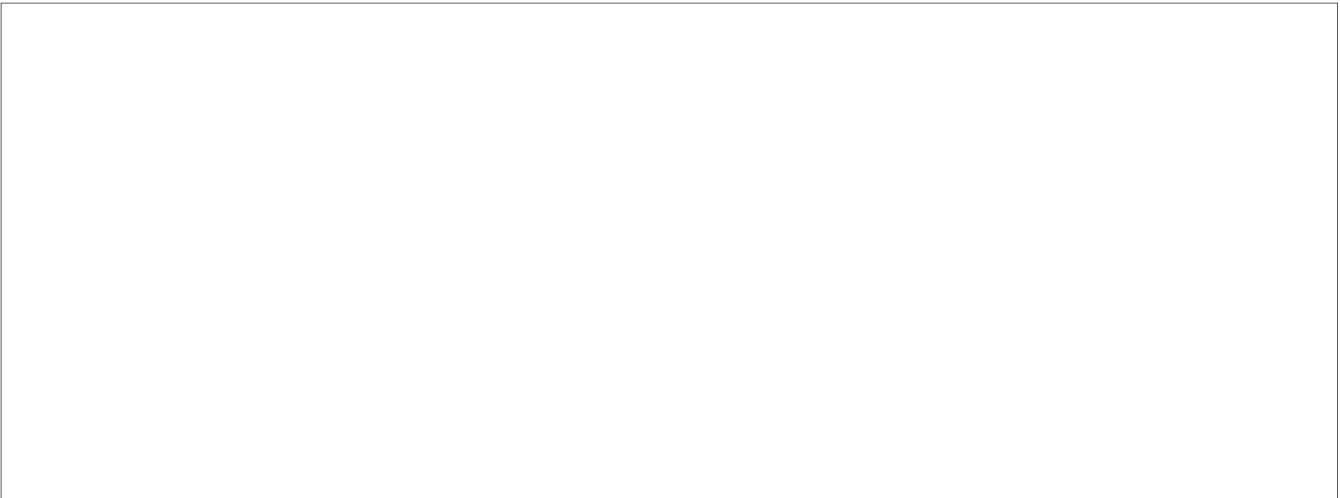
1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

25X1 a. Fire drills were conducted at [redacted]
25X1 [redacted] Chamber of Commerce, South, Central, Ames, Key,
25X1 and Headquarters buildings. The only major deficiency observed
was the lack of an audible alarm in [redacted] Building. The Office
of Logistics and the Safety Staff are working to correct this
condition.

b. On 2 November representatives from the Office of
Personnel and the Office of Legislative Liaison briefed Jim Bush
and Annette Smiley, HPSCI staff members, on distinctions between
contract employees and independent contractors. The information
passed to HPSCI staff members included statistics on how many
contract employees and independent contractors the Agency has on
board for each year from 1979 to 1983. Also included were the
kinds of tasks performed and the benefits derived by the Agency
and the individuals. We remain cautiously optimistic that all
information has now been provided. The next action will be
Jim Bush and/or Mike O'Neill (HPSCI staff member) sharing this
information with Chairman Boland.



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d. There appears to be an agreement between OMB and appropriate congressional committees to devise an interim measure covering newly hired federal employees after 1 January 1984, as it pertains to retirement/Social Security deductions. Current thinking is that Social Security and Medicare will not exceed 8.0 percent paid by employees (5.4 percent Social Security, 1.3 percent Medicare, 1.3 percent Civil Service Retirement). A formal legislative proposal giving full details is expected to be introduced before the next holiday recess.

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j. On 27 October negotiations with Delta Data were conducted for an FY-1984 maintenance contract for Delta Data's Electronic Data CRT Terminals utilized by many offices throughout the Agency.

k. On 28 October, 18 students completed the first running of the New Analyst Course. All were direct hire analysts and, with one exception, had served less than three months in the Directorate of Intelligence. The Associate Deputy Director for Intelligence is scheduled to meet with the students to discuss the course. Generally, the students found the course to be highly relevant to their needs and were positive in their assessment of the effectiveness of the course. [redacted]

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l. On 3 November representatives from the user, support, and training organizations from both the CIA and the Defense Intelligence Agency (DIA) will be briefed by [redacted] on how the SAFE Training Plan will be developed. Mitre is the contractor responsible for this task.

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m. On 27 October the Director of Data Processing and other senior ODP personnel visited Wang Laboratories, Inc., in Lowell, Massachusetts, to discuss Wang's corporate strategic plans for multifunctional workstations, networking, and emerging office technologies. Information was exchanged with high interest and enthusiasm by both organizations, and follow-on meetings are planned.

[redacted]

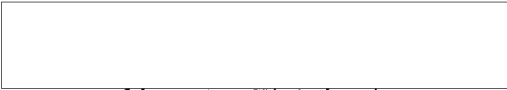
n. Members of the Information Technology Branch, Office of Information Services, attended a 3-day conference entitled Document-Based Optical Mass Memory Systems sponsored by the Institute for Graphic Communications at Airlie, Virginia. While the conference addressed several different types of mass storage systems, the main focus was on optical disk technology. The presentations and discussions indicated that while progress is being made with this technology, it will be two to five years before a system is commercially available.

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3. Significant activities anticipated during the coming week:
None.

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